

## KAF NETWORK DIRECTOR - JOB DESCRIPTION

### Overview

The Katz Amsterdam Foundation Network Director is a new full-time position to help manage effective and impactful connections amongst those working on mental and behavioral health issues in mountain communities and other charitable efforts that the Foundation may engage on. This position will facilitate connections on behavioral health programs, analyze data from shared community measurements and create opportunities to share learnings across communities. This position will also help design and execute new Foundation programming.

### Job Responsibilities

#### Cross Community Learning to Advance Behavioral Health

- Facilitate shared learnings across mountain communities to improve mental and behavioral health in each location
- Create strategic process to best share learnings across communities
  - Identify most impactful topics for shared learning
  - Establish and oversee system to share learnings across different community efforts
- Lead mountain community leaders in shared learning process

#### Shared Measurements and Data to Foster Impactful Programs

- Work with communities to identify and gather data needed for shared measurement framework
- Identify most useful data and information to help drive shared learnings
- Coach communities on best program evaluation techniques
- Create insights from data and information received from community non-profits and providers to identify new opportunities to help address mental and behavioral health issues
- Work closely with KAF external consultants on these efforts

#### Network Development and Infrastructure

- Help manage KAF network of mental and behavioral health professionals in mountain communities
  - Network includes non-profit, local government and health care providers
  - Help facilitate and manage network connections, both formal and informal
- Curate conversations among mountain communities
- Determine and create needed infrastructure for shared learnings
  - Including: webinars, system to share resources and information

- Help plan and execute annual Convening for mental and behavioral health professionals from mountain communities
  - Plan and organize agenda, including format and substantive content
  - Oversee all logistics required and to identify participants

#### Other Charitable Efforts

- KAF may engage in other charitable efforts, as directed by its Board of Directors, and this position will provide similar support towards those missions

#### Other Support for KAF

- As a new organization with two full time employees, this position will provide support for all other KAF activities

#### Job Requirements

- A self-starter who is well-organized and creates strong connections with others
- Experience in mental and behavioral health a strong plus
- Experience utilizing data to help improve strategy and programming
- Experience helping others understand how to use data impactfully
- Knowledge of small mountain communities a plus, but not required
- Experience with data and file sharing software or systems
- Non-profit and/or community organizing experience
- Willingness to be part of building a new organization and ability to forge a new path
- Willingness to work from home
- 10-15 years work experience

#### Job Benefits

- Full-time, salaried position
- Work from home- qualified expenses reimbursed
- 120 hours PTO, plus holidays
- Qualified Small Employer Health Reimbursement Arrangement benefits
- Some travel to communities, travel costs covered

Please forward resumes and cover letters to [info@katzamsterdam.org](mailto:info@katzamsterdam.org).

